

<b>Job Title</b>	<b>Associate Manager - Innovation</b>
Number of posts	1 (One)
Minimum Education Qualification	Graduation in Engineering / Technology (BE/ BTech) or Postgraduation in Science (MSc/ MS) with minimum 60% aggregate marks or equivalent CGPA.
Essential Experience	<ul style="list-style-type: none"> <li>a. 1 - 2 years overall experience in industry/ startup/ academic and research organization.</li> <li>b. Proven experience in optimizing operational processes, risk mitigation, and sustainable organizational growth.</li> </ul>
Desirable knowledge and Experience	<ul style="list-style-type: none"> <li>a. Demonstrated experience in organizing hackathons, workshops, seminars, product/ idea pitching, and similar startup events.</li> <li>b. Knowledge of Strategic Management &amp; Innovation, Competitive Strategy &amp; Organization Design, Business Strategy Formulation.</li> <li>c. Understanding of startup ecosystems, entrepreneurship pain points, intellectual property, and innovation funding.</li> <li>d. Working knowledge of Hindi will be advantageous.</li> </ul>
Key Skills and Competencies:	<ul style="list-style-type: none"> <li>a. Entrepreneurial mindset with a passion for innovation, creativity, and problem-solving through creative and critical analysis.</li> <li>b. Excellent communication, presentation, and interpersonal skills, with the ability to effectively engage with a diverse range of stakeholders.</li> <li>c. Proficiency in tools such as MS Excel, PowerPoint, Tableau, and Google Analytics.</li> <li>d. Hands-on experience in managing and growth through social media platforms, like – Instagram, Facebook, and LinkedIn.</li> <li>e. Ability to synthesize complex information and generate meaningful insights.</li> <li>f. Ability to thrive in a fast-paced, dynamic environment and adapt quickly to changing priorities and challenges.</li> </ul>
Nature of post	The vacancy is to be filled up purely on a fixed term basis initially for two years, however, it is extendable further subject to satisfactory performance and requirement at the AIC $\pi$ -Hub for 2 (two) years at a time.
Age limit	Not more than 28 years (male candidates)/ 30 years (female candidates) as of the last date of submission of application.
Remuneration	Rs. 7.2 lakhs per annum (consolidated). Any performance-based annual increment as decided by the board shall be in addition to this.
<b>Job description and responsibilities</b>  The Associate Manager-Innovation will be reporting to the CEO, AIC $\pi$ -Hub and will work under the guidance of the Head, AIC $\pi$ -Hub to execute the vision, mission, and goals of operating a world-class incubator. The broad responsibilities of the Associate Manager-	

Innovation would include:

- a) Develop an innovation agenda for translation of RRCAT-developed technology, know-how, and expertise to industries and startups by identifying the problem statements, drafting calls for proposals/expressions, and participating in the identification of suitable incubatee.
- b) Provide hands-on support to incubatee offering guidance on business development, product strategy, market research, and funding opportunities;
- c) Support incubatee by offering expertise and insight across various domains including technology, business, and entrepreneurship.
- d) Assist in the day-to-day operations of AIC  $\pi$ -Hub including managing facilities, coordinating events and workshops, and maintaining relationships with stakeholders.
- e) Develop and maintain partnerships with industry experts, investors, academic institutions, government agencies, and other key stakeholders to enhance the support network.
- f) Track and analyze key performance metrics for incubatee, monitoring progress, identifying areas for improvement, and providing actionable feedback.
- g) Support existing channels and develop effective communication structures to maximize the viability of incubation/ startups; report the progress of start-ups to stakeholders and management; and develop professional relationships with the technology development team and external stakeholders.
- h) Support the productization of developed technology through a transition of technologies to larger and/or market-ready companies.
- i) Contribute to the design and implementation of AIC  $\pi$ -Hub programs, workshops, and events aimed at fostering innovation, entrepreneurship, and business growth.
- j) Contribute to building a technical brand for AIC  $\pi$ -Hub and build value by driving patenting efforts wherever possible.
- k) Any other task assigned by the Chairman, Board of Directors/ Head AIC  $\pi$ -Hub/ the CEO.